

# United States Department of the Interior

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In Reply To:

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December 2, 2005

EMAIL TRANSMISSION – 12/05/05  
Instruction Memorandum No. MT-2006-019  
Expires: 9/30/07

To: State Management Team

From: State Director

Subject: Field Based Partnership Initiative Proposals, FY 2006

DD: 12/15/05

**Program Area:** Student Education Experience Program (SEEP)

**Purpose:** This Instruction Memorandum (IM) requests field offices to submit proposals for FY 2006 funding.

**Policy/Action:** Field offices should submit proposals on the WO-730 Field-Based Partnership Initiatives Proposal Format (Attachment 1). Proposals for Field-Based Partnership Initiatives are evaluated on their potential to provide BLM career employment opportunities for minority students, or the ability to strengthen the faculty curriculum at Historically Black Colleges and Universities (HBCU), Hispanic Serving Institutions (HSI), and Tribal Colleges and Universities (TCU) for the purpose of providing a highly qualified, diverse pool of candidates for the BLM's student employment programs.

*Note: Partnership initiatives that employ STEP students must not exceed a work period of 12 consecutive weeks, and the work period must begin on May 1 or after and end no later than August 31. In addition, partnership initiatives that employ STEP students must adhere to the National SEEP Policy and Guidelines as well as the national SEEP Funding Guidelines.*

**Timeframe:** Submit your proposals to Katherine Ilari, Montana/Dakotas SEEP Coordinator, by December 15, 2005. The WO-730 will select the proposals that will receive FY 2006 funding by March 15, 2006. If a proposal is selected for funding for FY 2006, the recipient is required to submit a report no later than 3 weeks after the initiative's end date to be considered for future funding.

**Budget Impact:** Through its partnership program, the WO-730 provides full or partial funding for initiatives that meet the objectives of the Executive Orders and that are developed and implemented by BLM field offices. Funding for initiatives is based on the return on investment

for the BLM and the availability of funds. An initiative's return on investment for the BLM is evaluated by: (1) its potential to provide career employment opportunities with the BLM for minority students; or (2) its ability to strengthen the faculty and curriculum at HBCUs, HSIs, and TCUs for the purpose of providing a highly-qualified, diverse pool of candidates for the BLM's student employment programs.

**Background:** The Special Initiatives Group (WO-730) coordinates the BLM's National SEEP as well as the HBCU, HSI, TCU, Asian American and Pacific Islander Program, and Students with Disabilities Program. The WO-730's mission is to: (1) increase workforce diversity and fulfill skill replacement needs in the BLM through the Student Career Experience Program (SCEP) and the Student Temporary Employment Program (STEP); and (2) fulfill the BLM's responsibilities under Executive Orders 13216, 12876, 13230, 13270, and 13163.

The WO-730 meets the objectives of the Executive Orders through student outreach and employment as well as partnership initiatives with academic institutions, not-for-profit organizations, private industry, and cooperating Federal agencies or offices. Partnership initiatives: (1) support the faculty, curriculum, and infrastructure at HBCU, HSI, and TCU; and (2) provide employment opportunities in natural resource programs for Asian Americans, Pacific Islanders, African Americans, Hispanic Americans, Native Americans, and Students with Disability.

**Manual/Handbook Sections Affected:** None

**Coordination:** None

**Contact:** If you have questions, contact Katherine Ilari at 406-896-5230.

Signed by: Howard A. Lemm, Acting

Authenticated by: Jean Schaak (MT-933)

1 Attachment

[1-WO-730 Field-Based Partnership Initiatives Proposal Format \(3 pp\)](#)

Distribution w/attm.

Assistant Field Manager, Glasgow Field Station

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